2051819559

Note for Hardin, Chris

From: Purcell, Clare

Date: Jun 16, 1994 3:37 PM

Subject: RE: RETENTION OF VIDEOS

To: Hardin, Chris

they should be categorized by subject matter so that they will know if they are under disposal suspension.

From: Hardin, Chris on Wed, Jun 15, 1994 2:28 PM
Subject: RETENTION OF VIDEOS
To: Purcell, Clare

Bev Bennett, who reports to Johnny Miller, called. Someone in their area has shelves and shelves of video tapes, only identified by title (they really don't remember what is on some of them). Her question was whether their was a special records category for videotapes or whether they should be categorized based on the subject matter. She raises the question because she is concerned that some of the tapes may fall under disposal suspension.

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